



Q1. Tick (✓) in front of the correct statement and (x) in front of the wrong one.

- 1- Artificial intelligence is the technology that enables machines to use human attributes in problem-solving. ()
- 2- **Responsibility is the ethical principle that relates to ensuring that society benefits from artificial intelligence.** ()
- 3- Artificial intelligence tools on social media platforms can suggest people to connect with.
- 4- **The principle of transparency requires that the tool's designer be prepared to explain how it works.** ()
- 5- Language processing tools help in drafting writing and emails. ()
- 6- **It is ethical to deliberately omit data from a specific group of people when training artificial intelligence tools.** ()
- 7- E-commerce is the process by which goods and services are bought and sold online. ()
- 8- **Stocks that give you an ownership stake in a company are called bonds.** ()
- 9- When you buy a share in a company, you become a lender to that company. ()
- 10- **What an investor should consider when choosing companies to support the environment is that the company is environmentally friendly and follows ethical standards.** ()
- 11- The function of online comparison sites is to remove unwanted products. ()
- 12- **Smart search engines are among the most important artificial intelligence tools that help users on the internet.** ()
- 13- The best way to communicate if you need a detailed and professional explanation of a problem is via email. ()
- 14- **Social media messages are always the best way to deliver accurate and professional information.** ()
- 15- When you buy a share in a company, you become a lender to that company. ()
- 16- **The most important element for enabling the recipient to quickly identify the message's purpose in an email is the message subject.** ()
- 17- Online consumer reviews are a helpful tool for evaluating product quality before purchase.
- 18- **Email is a random means of communication.** ()
- 19- To create a new meeting, you need to click on the "New Meeting" option. ()
- 20- **Instant chat is the process that enables you to obtain a copy of the meeting after it has ended.** ()
- 21- If you are a participant, you should turn off your camera and microphone when you do not need to use them at the moment. ()
- 22- **The email sent after the conference is called a follow-up email.** ()
- 23- Video conferencing allows for direct written communication. ()
- 24- **Inappropriate behavior during a video conference is unacceptable and should be avoided.** ()



- 25-If the message "File is corrupt" appears, this means that the keyboard is not working. ()
- 26- If you forget your password, you must guess it in order for it to work. . ()**
- 27-JavaScript language is used to create static web pages only.
- 28- When attempting to delete a file that cannot be deleted, check if it contains any special characters**
- 29-The best way to protect files from permanent loss is to save them to cloud storage
- 30- HTML programming language creates the page structure, and JavaScript adds interactivity and animation to it**
- 31-To make an image appear to be moving or to have motion blur, we use special effects (filters)
- 32- The popular program used as an alternative to GIMP is (Microsoft Word)**
- 33-Two images can be merged into one by editing the images
- 34-If the image has a flaw or defect due to camera light, image editing helps to correct it and restore it to its original state**
- 35- The role of artificial intelligence in photo editing software is to organize and customize colors. ()
- 36- You can combine images to use in your presentation. ()**
- 37-The main goal of photo editing is to change photos and make them look more attractive. ()
- 38- You can use color grading if you want to make your image look old or have a blurry motion effect. ()
- 39-Color correction is the process that makes two different images appear as one image in a presentation. ()
- 40- Purchasing the software is what is required for the user to use GIMP. ()
- 41-GIMP is open source because it is not free. ()
- 42- Filters is another name given to special effects in photo editing software. ()
- 43-You can book a doctor's appointment online without having to go to the clinic. ()
- 44-Proposing a new idea for an application design is a form of innovation. ()
- 45-Technology contributes to increased carbon emissions in the environment. ()
- 46- There is no difference in time or effort between traditional booking and online booking.
- 47-A school bus tracking app helps students organize their time and arrive on time. ()
- 48- If a transportation company adopts electronic payment instead of cash, this increases fuel consumption. ()
- 49-The operating system in Apple mobile devices is iOS. ()
- 50- The iPhone app store is called the Play Store. ()
- 51- To change the device language, go to the app store. ()
- 52- When installing a new program on your computer, you must follow the installation steps()



- 53-The computer's operating system is responsible for running programs and organizing the device. ()
- 54- The place from which you can download applications on the phone is the file manager.()
- 55-Microsoft Word is used for word processing and report writing. ()
- 56- Microsoft Excel is an example of a messaging service. ()
- 57-To save the document in Word, we use the "Insert" menu. ()
- 58- One of the security rules for messaging is to avoid opening suspicious links. ()
- 59-Images can be inserted into the document via the "Insert" menu. ()
- 60- One method of using secure messaging is sharing the password. ()

Q2. Choose the Correct Answer:

- 1- Which artificial intelligence tool is used to protect your email from malicious messages?
- A- Voice assistants B- Smart home devices**
C- Smart navigation systems D- Email filters.
- 2- If artificial intelligence is collecting your personal information, the principle..... must be applied Library catalogue
- A- Transparency B- Inclusivity**
C- Confidentiality (Privacy) D- Accuracy
- 3-What is the importance of reviewing the official websites of companies before investing in them?
- A- To verify the company logo color B- To keep track of new products**
C- To determine the number of company employees
D- To verify the company's ethical standards.
- 4-What do smart search engines use to rank the results that suit you?
- A- Store names B- Product colors**
C- Advertisement images D- Your browsing preferences and past behavior
- 5- What is AI-powered chat programs on websites called?
- A- Voice assistants B- Navigation applications**
C- Email D- Chatbots.
- 6- What part of the email should you specify the purpose of your message from the beginning?
- A- Signature of the letter B- Greeting**
C- Content of the message D- Subject of the message
- 7- What is the necessary procedure that must be done before joining the conference to avoid technical problems?
- A- Eat breakfast B- Write a long letter.**
C- Check your internet connection and ensure your camera and microphone are working
D- Update your operating system.



- 8- Mention one type of digital tool used in video conferencing?
A- Word **B- Google Meet**
C- Excel **D- Paint**
- 9- What is the best option to protect files from permanent loss?
A- Save the file to the Recycle Bin **B- Save it to your desktop.**
C- Save it to a USB drive **D- Save it to cloud storage.**
- 10- In your opinion, why should passwords be strong and unique?
A- To protect the account from hacking **B- To make it easy to remember.**
C- To keep it short **D- To make it easier to share with others**
- 11- What is the name of the process that makes two different images appear as one image in a presentation?
A- Color correction **B- Background change.**
C- Image blending **D- Image cropping.**
- 12- Image enhancement means correcting and restoring colors to their original state.
A- Background **B- Lighting.**
C- Bugs **D- Size**
- 13- What is the role of artificial intelligence in image editing programs?
A- Delete old files **B- Print the image.**
C- Adjust and customize colors **D- Increase camera resolution only.**
- 14- Mention a flaw that may appear in the image and that you can correct by editing (change the color)
A- Camera blemishes or excessive light **B- Slow internet connection.**
C- Low video volume **D- Difficulty typing**
- 15- One of the benefits of booking online for everyday services :
A- Saving time and effort **B- Increasing waiting times.**
C- Excessive use of paper **D- Complicating procedures.**
- 16- The tool that helps the driver find the best route to avoid traffic is part of a system:
A- Central cooling **B- Navigation and routing.**
C- Play and entertainment **D- Smart lighting**
- 17- To change the screen background, we use :
A- Keyboard **B- Control Panel.**
C- Recycle Bin **D- Browser.**
- 18- Which of the following is NOT an operating system?
A- Android **B- Facebook.**
C- Windows **D- Mac**
- 19- The writing area in Word is where:
A- We change its language **B- We write texts in it**
C- We save files in it. **D- We only display images in it.**
- 20- Some messaging services that allow sending photos include:
A- Word **B- WhatsApp.**
C- Paint **D- Excel**